

# Meeting Record

## PRESENT

Chris Bell (VT), East Region  
Wayne Denny (ID), West Region Alt.  
Jim DeTienne (MT), Past President  
Joe Ferrell (IA), Education & Prof'l Standards  
Joe House (KS), North Central  
Paul Patrick (UT), President  
Caroline Roberts Santana (RI), Pediatric  
Emerg. Care Alt.  
Paul Sharpe (VA), Data Managers  
Peter Taillac MD (UT), Medical Directors  
Kyle Thornton (NM), Secretary  
Alisa Williams (MS), South Central  
Keith Wages (GA), President-elect  
Sherri Wren (NE), Trauma Managers

## ABSENT

Gary Brown (VA), Treasurer (excused)  
Andy Gienapp (WY), West (excused)  
Kathryn Hert (AL), PEC (excused)

## STAFF PRESENT

Rachael Alter, Program Manager  
Beth Armstrong, Executive Vice Pres  
Greg Brown (AR), Air Medical  
Dia Gainor, Executive Director  
Mary Hedges, Program Manager  
Kevin McGinnis, Program Manager  
Tom Nehring (ND), Rural EMS  
Zoe Renfro, Project Assistant  
Kathy Robinson, Program Manager  
Peg Trimble, Program Manager  
Ken Williams MD (RI), Medical Dir. Alt.

## PARTIAL ATTENDANCE

Dave Bryson, NHTSA  
Drew Dawson, NHTSA  
George Gentile, HRSA EMSC  
Cathy Gotschall, NHTSA  
Susan McHenry, NHTSA  
Gam Wijetunge, NHTSA

## CALL TO ORDER / MEETING MATTERS

President Paul Patrick called the meeting to order at 9:00 am on Thursday, December 11. He made welcoming remarks, reviewed the agenda and self-introductions were made.

- **Secretary's Report** – Secretary Kyle Thornton presented the November 2014 Board Minutes. It was noted that Greg (not Gary) Brown gave the Air Medical Report.

**ACTION:** The vote was unanimous and the minutes were approved by motion of Paul Sharpe and second of Greg Brown.

- **Treasurer's Report** – On behalf of Gary Brown, Beth Armstrong reported that as of November 30, 2014 the NASEMSO fund balance is \$955,951. Year-to-date receipts total \$697,178 and expenses total \$700,100 for the five-month period. Invoices for the Annual Meeting in Cleveland are still being processed. 50 states and territories have been able to pay dues this year. It was noted that 2014-15 state office dues are \$1,500, and increase to \$1,750 beginning July 1, 2015. Beth explained that dues

revenue is a very small portion of the NASEMSO budget, which relies significantly on federal partner funding to sustain activities and projects.

Peter Taillac presented a request to support an executive committee of the National Evidence-Based Guidelines (EBG) Strategy project. Estimated costs are \$1,800 annually to support a representative to attend meetings and participate. Additional requests: Communications Committee to attend APCO/NENA \$3,000; six MIH-CP trips; CoPEM meeting representation (Cindy Wright-Johnson); Rural EMS Committee – JCREC Learning Session – one trip (Kevin McGinnis); Trauma Managers Council – five reps to Joint Trauma Committee. It was estimated that total annual support requested is about \$17,000.

**ACTION:** Chris Bell moved, seconded by Paul Sharpe to use current project budgets such as EBG CAP-X and the Committee/Liaison Support budget to accommodate these activities. The motion passed with unanimous support.

**ACTION:** Keith Wages moved, seconded by Chris Bell to support EMS on the Hill Day with \$1,000. The motion passed with unanimous support.

- **Councils & Committees Schedule** – the group compiled a master schedule of all recurring meetings.

## **COUNCIL REPORTS**

- **Data Managers** – Paul Sharpe reported implementation of NEMSIS 3.0 is their top focus. The new national EMS data set will be much more comprehensive, going from incident reporting into the entire healthcare system. Priorities are implementation including improving mentoring, data output and the group is ready to assist with research. NEMSIS 3.0 has added critical care and air medical data points, but not much so far for community EMS.
- **Education & Professional Standards** – Joe Ferrell reported that the Council is focusing on the value of continuing education delivered via distance format, and also continued competencies. The third priority is background checks and criminal investigations. They mentor new members constantly due to high level of personnel turnover. Joe and Kathy shared with the Board that the Council submitted several comments and recommendations to revise CoAEMSP standards.

**ACTION:** The NASEMSO Board directed the E&PS Council submit NASEMSO standards revisions for CoAEMSP review in anticipation of receiving a final version for NASEMSO to endorse. This action was taken at the motion and second of Joe Ferrell and Paul Sharpe respectively. The vote was unanimous and the motion carried.

- **Medical Directors** – Peter Taillac presented the Council’s priorities including a plan to maintain the model guidelines. The group is also addressing DEA clarification of prescribing/administering prescription drugs and the federal law, changing

paradigm of reimbursement for EMS, and improvements in Health Information Technology for better integration with other medical records.

- **Pediatric Emergency Care** – Carolina Roberts Santana reported that their primary focus is follow-up to the action taken in Cleveland on evidence-based guidelines on transport of children, mentorship and pediatric disaster preparedness.
- **Trauma Managers** – Sherri Wren shared that they will maintain their mentor program this year. Their priorities include collaboration, identifying their partners and champions, develop marketing ideas, strategies and up to 10 systematic goals. They will also continue work with the JTC and its plans (through Tim Held and Rob Seesholtz).

## COMMITTEE REPORTS

- **HITS** – Dia Gainor presented a draft letter received from the National Transportation Safety Board presenting recommendations after the 2009 Mexican Hat Bus Crash. NASEMSO Board discussed signing on to this letter, versus submitting our own.

**ACTION:** The NASEMSO Board directed Mary Hedges to work with NTSB staff to revise their draft letter to reflect MIECE and EIRRA work. This action was taken at the motion and second of Keith Wages and Chris Bell respectively. The vote was unanimous and the motion carried.

- **Agency & Vehicle Licensure** – Dia Gainor reported on behalf of Mike Berg. The focus has been ambulance vehicle design standards. Berg has been added to the NFPA 1917 Technical Committee and it is anticipated that the next version of these standards will be released next spring. In the meantime, the Commission on Accreditation of Ambulance Services has developed standards based largely on KKK that are currently in public comment. The Society for Automotive Engineering (SAE) write standards for automobile safety standards, and they have agreed to write ambulance safety testing standards. Dia shared that the Office of Behavioral Health Research in NHTSA is studying emergency vehicle operations preparation.

**ACTION:** Kyle will coordinate with Regional Representatives to solicit response from states that have not yet completed the AVL survey.

- **Air Medical** – Greg Brown presented plans for 2015. Model Rules for States is the major concept and has been an ongoing project for several years with many obstacles. Smaller work groups have been established to work on sections of the model rule, medical operations, etc. The goal is to have a draft document by NASEMSO's Mid Year Meeting. Problems with drones are increasing. Since November 25 there have been multiple incidents. He expressed concern about the make-up of the committee.

**ACTION:** After the next Board call, a teleconference for all committee and council chairs will be organized to facilitate collaboration among the committees. Keith Wages will chair the 30-minute discussion.

- **Communications** – Kevin McGinnis spoke about use of smart devices and Automatic Crash Notification in EMS response. Paul Patrick asked Board members to help state EMS director colleagues be aware of state consultations to assist the governor in deciding whether to opt in or out of the FirstNet and 700 Mghz system.
- **Rural EMS** – Tom Nehring circulated the “save the date” flyer for the May 5-6 National Rural EMS Conference in Cheyenne, WY and thanked NASEMSO for the pledge of \$5,000 to support the event. He reported that there is quite a bit of FLEX funding available in particular for leadership training focusing on trauma, stroke and STEMI. Rachael Alter mentioned the concern about ground firefighters not being able to communicate with helicopters as a particular danger with wildfire.
- **Government Information** – Paul Patrick noted that we must mine our membership for relationships that can be used to promote EMS interests politically. Jim DeTienne noted that they are rebuilding this committee to become a group that can advocate, as an arm of NASEMSO.
- **MIH/CP** – Kevin McGinnis reported that they are following up with the states that have not yet responded to the survey participation request. He noted priorities including common definition of terms, training/education/data standards, and model regulations/guidelines.
- **Domestic Preparedness** – Kathy Robinson reported on behalf of Joe Schmider. Key activities include information-sharing, reviewing and commenting on documents. They maintain a state emergency contact list.

## **FEDERAL PARTNER HIGHLIGHTS**

- **HHS Assistant Secretary of Preparedness & Response** – Dr. Gregg Margolis shared that the Emergency Care Coordination Center let two contracts recently. One is with ACEP to look at describing the acute care capabilities of emergency departments. The other is with George Washington University. They also let a contract on November 28 on Ebola patient transportation. He briefed the group on current priority areas and profusely thanked state EMS officials for their help with Ebola preparedness reporting.
- **DHS Office of Health Affairs** – Rick Patrick assured that they want to work with NASEMSO both contractually and on a stakeholder basis. He offered to help board members get DHS security clearance that would afford the ability to access fusion center information. Applicants must attend a briefing before getting an application. Rick offered to help set this up in conjunction with a NASEMSO gathering such as the Mid Year Meeting.

- **HHS HRSA Emergency Medical Services for Children** – in response to the query about “what NASEMSO is doing right, and where can we improve,” George Gentile gave feedback “you’re doing everything right.” He suggested that his staff can engage with the Data Managers Council in their pursuits this year. George announced that he intends to pilot a regional meetings series this year. He is after best practices to help generate a focus where funding goes for targeted issues funding. He acknowledged the role of pediatrics in trauma.
- **DOT NHTSA Office of Emergency Medical Services** – Drew Dawson commended NASEMSO and its staff for their tremendous effort this year. He recognized particularly the additional workload taken on to support Ebola preparedness work, and noted that it requires a shift in fulfillment of other work in the cooperative agreements. He suggested that the Board should consider taking on fewer tasks and activities with the next year’s cooperative agreement proposal.

Drew presented background on recommendations formulated a few years ago to produce an action plan to improve emergency vehicle operator training. He shared that Dunlap & Associates, which wrote the first national standard curriculum, needs contact information for each state EMS office to conduct a telephone interview. They also need a list of EMS agencies.

Drew reported that they received over 100 applicants to serve on NEMSAC.

## **NASEMSO PROJECT REPORTS**

Staff presented a detailed overview of each of the NASEMSO projects and deliverables undertaken in Support for National and State EMS Programs (CAP-1); Education Agenda Implementation (CAP-5); Military to Civilian EMS Transition (CAP-6); EMS Performance Measures (CAP-7); Evidence Based Guidelines (CAP-X).

The group reviewed surveys and monographs to be produced in 2015.

**ACTION:** Susan McHenry requested the scope of work for Year 5 of CAP-1 no later than January 15, noting “the fewer changes the better.”

Dave Bryson announced that this current year is the final year for CAP-5, the Education Agenda Implementation project. He reminded that the CAPs-6 and -7 are fully funded for multi-year activity.

*The Board recessed on Thursday at 4:29 pm and reconvened on Friday at 8:00 am.*

## **ASMI SERVICES & ANNUAL EVALUATION**

Paul Patrick indicated that ASMI has asked permission to provide services such as conducting an assessment of emergency care response. Kathy Robinson provided background on a current opportunity to assist a military installation that has approached ASMI personnel. Kevin McGinnis explained that from time-to-time, states and other

agencies approach ASMI personnel for paid speaking engagements beyond the scope of services provided to all states.

Paul Patrick recently recommended that a healthcare preparedness coalition approach ASMI for management services and conference production. Beth Armstrong stated that ASMI's practice is to approach the leadership of current clients to ensure there is no objection to such business development.

**ACTION:** There were no objections to ASMI providing these services.

Beth Armstrong reminded the Board that as part of ASMI's accreditation as an association management company under an ANSI standard, she recommends that NASEMSO evaluate services annually. In October, the Board decided it will do this for 2014 by executive session during this Board Retreat.

*Staff was excused from the room at 8:10 am and the Board went into executive session until 8:45 am.*

Paul Patrick summarized discussion – suggestions were made for improvement as well as areas of outstanding service and he will provide detailed feedback to ASMI.

**ACTION:** Keith Wages moved, seconded by Peter Taillac to task the Executive Committee to work on renewing the management agreement. The vote was unanimous and the motion carried.

### **NASEMSO ANNUAL MEETING**

Keith Wages summarized current concerns about the timing of NASEMSO's current Annual Meeting in the fall including federal partner ability to travel.

<b>CURRENT</b>	<b>Mid</b>	<b>Annual</b>
2015	San Antonio	Louisville
2016	TBD	Albuquerque
2017	TBD	New Orleans

<b>PROPOSED</b>	<b>Spring</b>	<b>Fall</b>
2015	San Antonio	Louisville Elect treasurer
2016 West	TBD (mid-year)	Albuquerque (annual business + exhibits) Paul pass gavel to Keith; Elect secretary and Prez-elect
2017	TBD	OK City

	(mid-year)	(mini - business + exhibits)
2018	New Orleans (annual business + exhibits) Elect treasurer	TBD
2019	TBD (annual business + exhibits) Keith pass gavel / elect president-elect and secretary	

Considerations: councils could decide at which meeting they would meet; states could bid to host Spring Meeting or Fall Meeting; designate one as the “primary” gathering in order to attract exhibitors. In Louisville, the treasurer is elected. In Albuquerque, elections would occur for president-elect and secretary. It was noted that Keith would get a gavel with an extended stem based on the above time-frame.

The program committee should brainstorm ways to shorten duration of “Annual Meeting.” The Board liked conducting the business meeting on Thursday, with additional sessions on Friday morning.

**ACTION:** Alisa Williams moved, seconded by Keith Wages to rename the events as the NASEMSO Spring Meeting and the NASEMSO Fall Meeting and implement the above plan. The Spring Meeting in 2018 would be the primary event including the annual business meeting and exhibits. The vote was unanimous and the motion passed.

### **HOW TO USE NASEMSO ONLINE TOOLS**

Rachael Alter provided a tutorial session for NASEMSO leaders to update their own member records, to access distribution lists for councils and committees.

**ACTION:** It was noted that HQ staff will continue to make DB changes and update records as needed; NASEMSO members are not *required* to make updates themselves.

**ACTION:** The export option to email a council or committee roster should not generate a list of individual email addresses. It should feed to a group email address without the entire batch of addresses revealed.

**ACTION:** The listserves need to continue to be available such as “DataManagersList@nasemso.org” so that users don’t need to go through the web site to access the lists.

It was noted that leaders can use the excel export option to pick and filter specific recipients. The Board expressed a preference to receive a “pick list” as a third option under “Choose the people that you want to be included in the export or email.”

**ACTION:** Staff will investigate whether the system can be programmed to offer a third option to pull up the entire roster and allow the user to choose selected recipients. Improvements will continue to be made.

## **OTHER BUSINESS**

- **NASEMSO Activities** – Jim DeTienne shared thoughts on activities that the Association should undertake including:
  - assist the Data Managers with NEMSIS 3.0 implementation;
  - update the National EMS Assessment profile;
  - help AVL with vehicle safety standards;
  - implement REPLICA;
  - advance air medical model guidelines / regulations;
  - determine what advocacy efforts NASEMSO will undertake;
  - produce a NASEMSO Annual Report;
  - address EMS workforce issues as part of community resiliency discussion (Tom Nehring indicated that the Rural EMS Committee will make this a top priority).
- **REPLICA** – Dia Gainor planted the beginning of a thought process for Board members. We will be developing a business plan for the REPLICA Commission. Once the 10<sup>th</sup> state has enacted the law (3 have already filed LA KS VA), a quasi-governmental entity will exist that needs administration. NASEMSO will need to decide how and where to create that body. Funding is essential from a source other than from the states themselves. The lesson learned from the nurse licensure compact administration. The states that enact the law become the parliament. They all occupy one seat-one vote. A chair will be elected from among the seats. The nurses inadvertently viewed this body as a new council or committee. A negative ramification is that this could become a place of division for the association. It became prudent to separate the organizational structure.
- **NASEMSO Facilitation of REPLICA Introduction to State Legislatures** – it was agreed that NASEMSO staff can initiate this upon request of state directors. The Association can be creative with arrangements to fund travel if needed for in-person dialogue.
- **Trauma Managers Council** – Wayne Denny suggested the council add stroke and STEMI to the issues they address, and change the name to “Acute Care Council” or “Time-Sensitive Emergency Systems Council.”

**ACTION:** Each region will discuss the idea during their regional meetings and report back for Board discussion during the Mid-Year Meeting.

- **EMS Field Bill** – Dia and Paul intend to visit with NAEMT staff on directions and plans for this effort.



- **Mentoring** – Paul noted that each council has developed a mentoring program at various levels; he suggested that they be collated and compared.
- **NASEMSO Appointments** – Donnie Woodward (LA) was recently appointed to chair the HITS Committee. Paul solicited a vice chair for Communications and Government Information.

#### **ADJOURNMENT**

Paul Patrick thanked the board for their work the past two days for setting the direction of the Association for the next year. There being no further business, the Board Retreat concluded at 11:30 am Eastern time.

*Meeting Record respectfully submitted by Executive Vice President Beth Armstrong*